



# Grant Agreement

Alaska Department of Labor & Workforce Development  
Division of Business Partnerships

ENCUMBRANCE NO. <b>776137</b>		CFDA <b>90.100</b>	PROGRAM <b>Denali Training Fund</b>
EIN <b>46-0476816</b>	VENDOR NO. <b>YUE02212</b>	COLLOCATION CODE <b>7610092</b>	PROJECT DESCRIPTION: <b>Yuut Construction Trades Apprenticeship Program</b> DBP FILE NO. <b>7-211</b>
<b>GRANTEE</b>			<b>DIVISION</b>
NAME <b>Yuut Elitnaurviat – People's Learning Center Inc.</b>			NAME <b>Division of Business Partnerships</b>
MAILING ADDRESS <b>P. O. Box 1347 #913</b>			MAILING ADDRESS <b>1016 West 6<sup>th</sup> Avenue, Suite 205</b>
City/State/Zip <b>Bethel, Alaska 99559</b>			CITY/STATE/ZIP <b>Anchorage, AK 99501</b>
CONTACT PERSON <b>Tiffany Longan, Training Coordinator</b> <b>Tiffany Zulkosky, Programs Coordinator</b>			PROGRAM MANAGER/GRANTS ADMINISTRATOR <b>Gerry McDonagh / Carol Schumacher</b> INITIALS/DATE:
PHONE/FAX/EMAIL <b>(907) 543-6920 <a href="mailto:tiffany_longan@ykhc.org">tiffany_longan@ykhc.org</a></b> <b>(907) 543-6985 <a href="mailto:tiffany_zulkosky@ykhc.org">tiffany_zulkosky@ykhc.org</a></b> <b>(907) 543-3152 fax</b>			PHONE/FAX/EMAIL <b>907-269- 4551 FAX: 907-269-4661</b> <b><a href="mailto:gerry_mcdonagh@labor.state.ak.us">gerry_mcdonagh@labor.state.ak.us</a></b> <b>907-269-4658 FAX: 907-269-4661</b> <b><a href="mailto:carol_schumacher@labor.state.ak.us">carol_schumacher@labor.state.ak.us</a></b>

## AGREEMENT

The Alaska Department of Labor and Workforce Development, Division of Business Partnerships (hereinafter "Division") and **Yuut Elitnaurviat, Inc.** (hereinafter "Grantee") agree as set forth herein.

Section I. This grant is contingent upon receipt of State or Federal funds. The Division shall pay the Grantee for the performance of the work under the terms outlined in this grant agreement. The amount of the payment is based upon expenses incurred that are authorized under this agreement. Unless amended in writing, payment shall not exceed: **\$198,022.00**

Section II. The Grantee or its agents shall perform all of the work required by this grant agreement. This grant agreement is effective upon signature by both parties.

Section III. The work to be performed under this agreement shall begin **September 1, 2006** and shall be completed no later than **June 30, 2007**.

Section IV. The grant agreement consists of this page and the following attachments and appendices:

<input checked="" type="checkbox"/> ATTACHMENT A – Scope of Work	<input checked="" type="checkbox"/> Appendix A – Grant Provisions
<input checked="" type="checkbox"/> ATTACHMENT B – Financial Conditions	<input type="checkbox"/> Appendix B –
<input checked="" type="checkbox"/> ATTACHMENT C – Standard Assurances	<input type="checkbox"/> Appendix C –
<input type="checkbox"/> ATTACHMENT D – Assurances & Certifications	<input type="checkbox"/> Appendix D –
<input type="checkbox"/> ATTACHMENT E – Special Conditions, Clauses	

<b>GRANTEE</b>	<b>DIVISION</b>
PRINTED NAME/TITLE <b>LaMont Albertson, Executive Director</b>	PRINTED NAME/TITLE <b>Greg O'Claray, Commissioner</b>
AUTHORIZED SIGNATURE	AUTHORIZED SIGNATURE
DATE	DATE

Final award of this grant is dependent upon approval by the appropriate Department personnel.

## **ATTACHMENT A SCOPE OF GRANT AGREEMENT**

### **Article 1. BACKGROUND**

This Grant Agreement is between the Alaska Department of Labor and Workforce Development, Division of Business Partnerships (hereafter referred to as the requesting agency) and Yuut Elitnaurviat (Yuut), (hereafter referred to as the Division). This grant in the amount of **\$198,022**, is funded through the Denali Training Fund for the purpose of training a total of **72** rural residents as follows: **16** participants in NCCER Electrical Training; **16** participants in NCCER Plumbing Training; **16** participants in NCCER Carpentry Training; **8** participants in a 40-hour HAZWOPER Training; **8** participants in a 40-hour Building Inspection and Codes Training; and **8** participants in a 40-hour Global Positioning System (GPS)/Civil Academy Training.

### **Article 2. GRANT PERIOD**

The period of performance for this Grant Agreement will be **September 1, 2006** through **June 30, 2007**.

### **Article 3. PROJECT DESCRIPTION**

The Grantee will provide training to 72 participants for NCCER Electrical training, NCCER Plumbing training, NCCER Carpentry training, 40-hour HAZWOPER training, 40-hour Building Inspection and codes training, and 40-hour Global Positioning System (GPS)/Civil Academy Training.

**NCCER Electrical Training** – This program will provide NCCER Electrical Training to 16 participants from rural communities, introducing the students to various levels of the electrical trade. The training will consist of 2 classes with 8 participants per class. The 2-week trainings will be conducted in Bethel and the class schedule is as follows: October 16 –27, 2006 and January 22 – February 2, 2007.

Recruitment and selection of applicants will be coordinated by the Grantee in conjunction with employers and project managers of Denali funded capital projects in the YK Delta Region.

NCCER will provide the basic curriculum for the training. Training will be held at the Yuut Construction Trades Shop in Bethel and will be taught by a certified instructor. Participants will be introduced to electrical safety procedures, the National Electric Code, and electrical blueprints. They will be taught basic electrical skills, such as how to hand bend conduit, how to use fasteners and anchors, and wiring for residential, commercial, and industrial settings. Electrical Theory One, such as recognizing voltage and how it is produced is taught. Students will also be exposed to Electrical Theory Two, which explains basic characteristics of circuits and calculating resistance in various types of circuits.

Participants will be tested throughout the training period to ensure effective training. Mock-up projects will be blended into the curriculum, involving participants in hands-on activity in electrical work. Once a participant has successfully completed this training, they will have valuable knowledge and experience. Participants successfully completing the course will receive a Certificate of Attendance, indicating their participation in the training.

**NCCER Plumbing Training** – This program will provide NCCER Plumbing Training to 16 participants from rural communities, introducing students to various levels of the plumbing trade. The training will consist of 2 classes with 8 participants per class. The 2-week trainings will be conducted in Bethel and the class schedule is as follows: December 4 – 15, 2006 and February 19 – March 2, 2007.

Recruitment and selection of applicants will be coordinated by the Grantee in conjunction with employers and project managers of Denali funded capital projects in the YK Delta Region.

NCCER will provide the basic curriculum for the training. Training will be held at the Yuut Construction Trades Shop in Bethel and will be taught by a certified instructor. Participants will learn about the history of the plumbing profession and learn basic plumbing safety skills. Students will be introduced to plumbing tools, plumbing math, plumbing drawings, and various pipe and fittings. They will learn about fixtures and faucets, drain, waste, and vent (DWV) systems, as well as water distribution systems.

Participants will be tested throughout the training period and work on actual plumbing projects to ensure effective training. Participants who successfully completed the course will receive a Certificate of Attendance, indicating their participation in the training. Students will have gained valuable knowledge and experience.

**NCCER Carpentry Training** - This program will train 16 participants from rural communities who are eager to learn the carpentry trade. The training will consist of 2 classes with 8 participants per class. The 2-week trainings will be held in Bethel and the class schedule is as follows: April 16-27, 2007 and May 14-25, 2007.

Recruitment and selection of applicants will be coordinated by the Grantee in conjunction with employers and project managers of Denali funded capital projects in the YK Delta Region.

NCCER will provide the basic curriculum for the coursework. Training will be held at the Yuut Construction Trades Shop in Bethel and will be taught by a certified instructor. Participants will learn a variety of Construction skills, including: Basic Safety, Introduction Hand Tools, Power Tools, and Blueprints, Basic Rigging, Basic Communication Skills, and Basic Employability Skills. Along with the coursework, there will be hands-on projects where students will put into action many of the skills they have learned.

Participants will be tested throughout the training period and will work on actual carpentry projects to ensure effective training. Participants who successfully completed the course will receive a Certificate of Attendance, indicating their participation in the training. Students will have valuable knowledge and experience.

**40-hour HAZWOPER Training** – This program will train 8 participants from rural communities. There will be one week long training held in Bethel. The class will take place November 27 – December 1, 2006.

Recruitment and selection of applicants will be coordinated by the Grantee in conjunction with employers and project managers of Denali funded capital projects in the YK Delta Region.

Participants will gain an understanding of what hazardous substances are and risks associated with each. They will be taught how to implement an emergency response plan, know the classification, identification and verification of known and unknown materials by using field survey instruments and equipment, and know how to select and use proper specialized chemical personal protective equipment provided to the hazardous materials technician.

Participants will be tested throughout the training period to assure effective training. Participants successfully completing the course will receive a Certificate of Completion, indicating their participation in the training and a National HAZWOPER Certification Card.

**40-hour Building Inspect and Codes Training** – This program will train 8 participants from rural communities. The training will consist of one class that is one week long. Training will be conducted in Bethel and the class schedule is as follows: February 19-23, 2007.

Recruitment and selection of applicants will be coordinated by the Grantee in conjunction with employers and project managers of Denali funded capital projects in the YK Delta Region.

This course will give participants a basic understanding of building codes, which will ensure higher quality infrastructure within rural Alaska.

Participants will be tested throughout the training period to ensure effective training. Once a participant has successfully completed this training, they will have valuable knowledge and experience in this field. Participants who finish the training will receive a certificate of completion as well as the option of receiving college credit.

**40-hour GPS/Civil Academy Training** - This program will train 8 participants from rural communities. The training will consist of one week long class. The training will be conducted in Bethel from May 28 through June 1, 2007.

Recruitment and selection of applicants will be coordinated by the Grantee in conjunction with employers and project managers of Denali funded capital projects in the YK Delta Region.

Training will be held at the Yuut Construction Trades Shop in Bethel and will be taught by a certified instructor. GPS/GIS technology will increase employment and secondary education prospects. The courses utilizing this equipment would include GPS Fundamentals, Accuracy, Project Planning, Data Dictionary, Mission Planning, Data Collection, QuickPlan, Equipment Setup, hands-on Field Sessions, and data management.

Participants will be tested throughout the training period to ensure effective training. Once a participant has successfully completed this training, they will have valuable knowledge and experience in this field. Participants who finish the training will receive a certificate of completion as well as the option of receiving college credit.

#### **Article 4. GRANTEE/PROJECT PERFORMANCE EVALUATION**

Performance indicators for this grant are as follows:

Persons receiving training:	100%
Persons employed as a result of the training:	90%
Persons employed 6 to 12 months after training:	75%

## Article 5. MANAGEMENT INFORMATION SYSTEM (MIS)

The Grantee will require each participant to complete an application entitled "State of Alaska Denali Training Fund Application" which is provided by the Division. The Grantee will complete the shaded portion located at the bottom of each application. The applications will be used by the Division to track the training and employment outcomes of the participants. The Grantee will submit the completed applications no later than **15 calendar days** after the completion of the training project to the Alaska Department of Labor and Workforce Development.

## Article 6. PROGRAM REPORTING REQUIREMENT

In addition to the reporting requirements in Attachment B, Article 8, the grantee must provide the following specific to this grant agreement:

The Grantee will submit a quarterly report of progress outlining the activities of the project and providing the status of the performance indicators outlined in Article 4 of this grant agreement which should include the following information: is the project on schedule, what is the estimated date of completion, is the project on budget, and how many participants are enrolled in the training. The Grantee will submit a Quarterly Financial Report, a Reimbursement request with financial report, and a Quarterly Progress Report each quarter until the grant is complete. The Grantee will submit an electronic copy of the Quarterly Progress Report to either the Grants Administrator or the Program Manager at the e-mail address listed below. **These reports are required even if there is no grant related activity during the quarter.** The Grantee may submit a Reimbursement request (with financial report) on a monthly basis if reimbursement is needed, but at the end of each quarter (March 30, June 30, September 30, December 31), a Quarterly Progress Report and a Quarterly Financial Report must accompany the Reimbursement request and must be submitted no later than **15 calendar days** after the quarter end date. All hard copies of reports shall be submitted to the Alaska Department of Labor and Workforce Development.

The Grantee will submit a final progress report which provides a narrative summary of the project's accomplishments and provides the following information: was the project completed on schedule, was the project on budget, how many participants completed the training, and where the participants will be employed. The Division may withhold reimbursement to the Grantee until all required reports are considered accurate, complete and current.

The Grantee will submit a final progress report which provides a narrative summary of the project's accomplishments and provides the following information: was the project completed on schedule, was the project on budget, how many participants completed the training, and where the participants will be employed. The Division may withhold reimbursement to the Grantee until all required reports are considered accurate, complete and current.

The Grantee will submit the final progress report at the completion of the project or no later than **30 calendar days** after the period of performance for this grant. The final progress report should also be labeled as a Final Progress Report. The Grantee will submit the final progress report to either the Grants Administrator or Program Manager. (See e-mail addresses listed at the end of this Attachment). All hard copies of reports shall be submitted to the Alaska Department of Labor and Workforce Development.

## **Article 7. PHOTOGRAPHIC REPORTING REQUIREMENT**

In addition to the reporting requirements in Attachment B, Article 8, the grantee must provide the following specific to this grant agreement:

The Grantee will submit photographic documentation of participants in training. A minimum of three photographs will be taken during each training session showing the training participants, instructors, materials, and tools being used, project being worked on, other relevant items and persons related to the training being conducted. Photographic documentation will be supplied in the form of photographic quality 3"x 5" prints and a negative for each photograph submitted and/or electronic photograph (digital images). The Grantee will submit the photographic documentation no later than **15 calendar days** after the completion of the training project. The Grantee will submit the photographic documentation to the Alaska Department of Labor and Workforce Development.

The Grantee will require each participant to complete the form entitled "Consent and Release Form" which is provided by the Division. This form gives the Division permission to use the photographs of the participants in reports. The Grantee will submit the completed consent and release forms no later than **15 calendar days** after the completion of the training project. The Grantee will submit the completed consent and release forms to the Alaska Department of Labor and Workforce Development.

### **SUBMIT ALL DOCUMENTS OR DIRECT ALL QUESTIONS PERTAINING TO THIS GRANT AGREEMENT TO:**

Gerry McDonagh, Program Manager  
[gerry\\_mcdonagh@labor.state.ak.us](mailto:gerry_mcdonagh@labor.state.ak.us)  
(907) 269-4551

Or

Carol Schumacher, Grants Administrator  
[carol\\_schumacher@labor.state.ak.us](mailto:carol_schumacher@labor.state.ak.us)  
(907) 269-4658

Alaska Department of Labor and Workforce Development  
Division of Business Partnerships  
1016 West 6<sup>th</sup> Avenue, Suite 205  
Anchorage, Alaska 99501-1963

**FOR FISCAL USE**

**Article 10. Budget**

Cost Category	SFY	PYFFY	Collocation code current year	Financial line	Original Budget	Previous Amendments	This Amendment	Total Grant Budget
Denali Training Fund	2005	PY06/FFY07	7610092		\$198,022.00	\$0.00	\$0.00	\$198,022.00
<b>Total Grant</b>					\$198,022.00	\$0.00	\$0.00	\$198,022.00

**Budget by Line Item (For DBP/Grantee Use)**

Budget Line Items	ACCT CODE	Original Cost by Budget Line Item				Grant Total
Personal Services	71000	\$25,600.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel	72000	\$53,512.00	\$0.00	\$0.00	\$0.00	\$0.00
Contractual	73000	\$91,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies	74000	\$15,480.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment		\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Administration		\$9,430.00	\$0.00	\$0.00	\$0.00	\$0.00
Program Sub-Total		\$198,022.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Grant</b>		\$198,022.00	\$0.00	\$0.00	\$0.00	\$0.00

In-Kind Contribution
\$0.00
\$61,640.00
\$0.00
\$0.00
\$0.00
\$0.00
\$61,640.00
\$61,640.00



# Grant Amendment

State of Alaska  
Department of Labor & Workforce Development  
Division of Business Partnerships

ENCUMBRANCE NO: <b>776137</b>		GRANT DESCRIPTION: <b>Denali Training Fund</b>	
GRANTEE NAME: <b>Yuut Elitnaurviat – People's Learning Center</b>		COLLOCATION CODE <b>7610092</b>	
AMENDMENT NO: <b>One (1)</b>	EFFECTIVE DATE: <b>Upon Signature</b>	CFDA: <b>90.100</b>	FILE: <b>7-211</b>
CLOSEOUT    Yes        No <input checked="" type="checkbox"/>		GRANT MANAGER /ADMINISTRATOR <b>Carol Schumacher</b> <b>269-4658</b>	Initials/Date    Initials/Date

Effective the date shown above, this grant is hereby amended as follows:

Section I. Budget:

Previous Amount	<b>\$ 198,022</b>	Change	<b>\$ 0</b>	Amended Amount	<b>\$ 198,022</b>
-----------------	-------------------	--------	-------------	----------------	-------------------

This amendment will extend the grant through June 30, 2008 and will move balance of funds to FY08.

Section II. Scope of Work Changes: None.

Section III. Period of Performance: The work to be performed under the Grant Agreement began **September 1, 2006** and shall be EXTENDED to be completed no later than **June 30, 2008**.

Section IV. This Amendment to the Grant Agreement includes the following revised Attachments and/or Appendices:

ATTACHMENT A:	Scope of Work	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
ATTACHMENT B:	Financial Consideration/Budget	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Article 1 Total Grant Amount		
	Article 2 Budget		
APPENDICES:	Appendix A General Provisions	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	Appendix B Special Provisions	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

GRANTEE	DEPARTMENT
PRINTED NAME/TITLE <b>LaMont Albertson, Executive Director</b>	PRINTED NAME/TITLE <b>Roger Foisy, Program Coordinator</b>
AUTHORIZED SIGNATURE	AUTHORIZED SIGNATURE
DATE	DATE
Final award of this grant is contingent upon approval by the appropriate Department personnel.	



**FOR FISCAL USE**

**Article 10. Budget**

Cost Category	SFY	PYFFY	Collocation code current year	Financial line	Original Budget	Previous Amendments	This Amendment	Total Grant Budget
Denali Training Fund	2007	FY05	7610092	1	\$198,022.00	\$0.00	(\$17,220.81)	\$180,801.19
Denali Training Fund	2008	FY05	7610092	2			\$17,220.81	\$17,220.81
<b>Total Grant</b>					<b>\$198,022.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$198,022.00</b>

**Budget by Line Item (For DBP/Grantee Use)**

Budget Line Items	ACCT CODE	Original Cost by Budget Line Item	Amendment 1 FY07	FY08		Grant Total
Personal Services	71000	\$25,600.00	\$25,600.00	\$0.00	\$0.00	\$25,600.00
Travel	72000	\$53,512.00	\$30,666.32	\$6,595.94	\$0.00	\$37,262.26
Contractual	73000	\$91,500.00	\$99,211.00	\$7,711.00	\$0.00	\$106,922.00
Supplies	74000	\$15,480.00	\$15,893.87	\$413.87	\$0.00	\$16,307.74
Equipment		\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00
Administration		\$9,430.00	\$9,430.00	\$0.00	\$0.00	\$9,430.00
<b>Program Sub-Total</b>		<b>\$198,022.00</b>	<b>\$180,801.19</b>	<b>\$17,220.81</b>	<b>\$0.00</b>	<b>\$198,022.00</b>
<b>Total Grant</b>		<b>\$198,022.00</b>	<b>\$180,801.19</b>	<b>\$17,220.81</b>	<b>\$0.00</b>	<b>\$198,022.00</b>

In-Kind Contribution
\$0.00
\$61,640.00
\$0.00
\$0.00
\$0.00
\$0.00
\$61,640.00
\$61,640.00